

Optimizing the Layout of the Sariwangi Village Office as a Catalyst for Comfort and Work Productivity

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ABSTRACT

This study analyzes the impact of office layout on employee comfort and productivity in the Sariwangi Village Office. Using a qualitative approach, this study evaluates aspects of lighting, color, air, and sound that affect work efficiency. The results show that closed layouts support information privacy and security but have challenges in the form of uneven lighting and noise from the surrounding environment. Air circulation in the office is quite optimal thanks to natural ventilation, while the blue color on the walls provides a calming psychological effect for employees. In addition, the minimal lighting aspect in some rooms leads to reduced focus and accuracy of employees at work. High noise from traffic around the office is also an obstacle in maintaining concentration. This research emphasizes the importance of applying ergonomic principles and optimal spatial planning to increase employee productivity. As a solution, this study recommends modifying the layout of windows with cross-ventilation techniques, utilizing indoor greenery to improve air quality, and using soundproofing to create a more conducive working environment. With the implementation of these solutions, offices are expected to become more comfortable workplaces, support employee efficiency, and contribute to improving overall productivity.

Keywords: Convenience; Ergonomic; Office layout; Productivity; Sariwangi



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INTRODUCTION

Public services at the village level have a strategic role in fulfilling the basic needs of the community and improving the welfare of citizens. Village employees, as the main implementers of public services, are required to work professionally and responsively to achieve fast, transparent, and accountable services. However, the effectiveness of employee performance is strongly influenced by working conditions, one of which is an office layout that supports work productivity and comfort. Facts on the ground show that the quality of public services in village offices in Indonesia still faces various obstacles. A study in Watudambo Village, North Minahasa, for example, found that inaccurate working hours, slow administrative processes, and low responsiveness of village officials often occur due to unrepresentative office conditions. (Ganda, Liando, & Kumayas, 2019). Another study at the Karawang Regency Community and Village Empowerment Office showed that office layout contributed significantly to employee performance, with a contribution of 22.5% to improving performance. (Risha & Nugraha, 2022). Meanwhile, research in the Public Relations and Protocol Section of the Samarinda City Government found a correlation coefficient of 0.735 between office layout and employee productivity, which means that the relationship between the two is very strong and positive. (Suparsih, 2018). These data reinforce the argument that sub-optimal office layout can be a major obstacle in the smooth running of public services at the village level.

Office layout is very important to create a pleasant working atmosphere. The arrangement of the workspace can have an impact on the company's productivity level. Employees can be more productive because the office space is comfortable and clean. An office is not only a place to work, but also a place where employees spend most of their time. Therefore, supporting elements such as lighting, color, air, and sound greatly affect employee comfort and productivity (C. Lu, 2021). Empirical studies have shown that office layout has a significant influence on employee performance in the public sector. Research conducted at the Barombong Subdistrict Office, for example, found that good office layout contributed positively and significantly to improving employee performance (Efawati, 2020). The results showed that 83.3% of the variation in employee performance could be explained by the office layout factor, with the correlation coefficient reaching 91.3%, indicating a very strong relationship between the two variables. Effective spatial arrangement, proper furniture placement, and optimal distance between employees have been proven to improve the quality, quantity, and timeliness of employee work in providing public services. (Nasrullah, Muskin, Jamaluddin, & Darwis, 2022).

Based on several descriptions of these studies, it has proven the importance of office layout in supporting employee performance in the public sector has been proven, both within the municipal government and related agencies. However, most of the studies still focus on government institutions at the city or district level, while research that specifically examines the influence of office layout on the quality of public services in village offices, especially in Sariwangi Village, is still very limited. In addition, aspects of the physical environment, such as lighting, air circulation, and noise levels specific to village offices, have rarely been the focus of previous research. This data confirms that a well-designed office layout is a crucial factor in supporting the productivity and effectiveness of public sector employees, including in the village office environment.

This study aims to examine how office layout affects employees' work comfort and productivity in providing services to the community. The focus of the research is to formulate recommendations for an optimal and efficient office layout by examining the shortcomings of ergonomic implementation in the Sariwangi Village office so that it can act as a driver for improving employee performance and the quality of public services in

the village office. By optimizing the layout, it is hoped that a supportive work environment will be created, which will not only increase productivity but also improve employee comfort, job satisfaction, and the overall quality of service to the community.

LITERATURE REVIEW

Office

In the Great Dictionary of the Indonesian Language (KBBI), an office is defined as a space, hall, building, or house, which is used as a place to work or take care of work. Some interpret the office as a place where people perform all activities or activities related to the service of various information provided to those in need. Thus, an office can be defined as a place where people work and carry out various operational activities of a company/organization to produce outputs in the form of information services (Chaniago H. , 2016).

Office Space Shape

In modern organizational settings, office spaces are typically divided into several functional areas designated for employees to carry out their work-related activities. These office spaces are not only intended for task execution but also serve as storage for essential equipment and supplies that support daily operations, including office machines such as copiers and printers, as well as information tools like stationery, forms, and correspondence. Generally, office spaces can be categorized into three major types: open offices, closed offices, and landscape offices, each with its own architectural characteristics, benefits, and drawbacks.

An open office is a workspace design where employees work in a shared environment without physical partitions or barriers. This layout facilitates easier communication and collaboration among employees, simplifies supervision, and allows for more efficient use of shared office resources. Mills characterizes an open office as a large unified space where clerks, supervisors, and managers operate within the same area, thereby maximizing spatial efficiency (Moekijat, 2002; Chaniago, 2016). According to Gie (2007) and Chaniago (2016), open offices offer several advantages, including reduced costs for utilities (such as lighting and air conditioning), low maintenance expenses, optimized space utilization due to the absence of partitions, and enhanced supervision efficiency. Moreover, such spaces support flexible arrangements and encourage cooperation among team members. However, these benefits come with notable disadvantages, such as the lack of privacy and security, increased distractions from colleagues or visitors, elevated noise levels, potential health risks due to the spread of airborne illnesses, and a reduced sense of group identity.

In contrast, a closed office features individual rooms or partitions for each employee or department, typically designed to meet specific job requirements. This layout ensures a higher level of privacy and confidentiality, allowing employees to concentrate better and secure sensitive information. Nonetheless, closed offices also present several limitations, including increased maintenance costs due to the physical separation of rooms, reduced flexibility in workspace arrangements, and challenges in employee supervision and communication.

To address the limitations of both open and closed office models, the landscape office concept or "Bürolandschaft" was introduced as a hybrid solution. This design incorporates elements from both types, aiming to balance openness with the privacy needs of employees. Characteristic features of a landscape office include an asymmetrical

layout of furniture, groupings of desks based on job functions, carpeting, decorative features, air conditioning, window curtains, and even plants, which are often maintained by designated staff (Chaniago, 2016; Moekijat, 2002). The landscape office model provides multiple advantages, such as enhanced employee comfort, reduced stress levels, minimized noise pollution, optimized spatial use, and lower overall maintenance costs. It also promotes effective supervision, sustains collaboration and communication, and supports shared use of office equipment. Furthermore, its flexible layout can improve organizational adaptability and employee productivity. However, the implementation of landscape offices may incur high costs, particularly in terms of interior design and the acquisition of sound-absorbing materials, which can lead to higher maintenance expenditures over time.

Office Physical Environment

The physical environment of an office encompasses all tangible elements within the workplace, including the office building, furniture, equipment, and machinery. These elements are essential in shaping the ergonomic quality of the workspace, which significantly influences employee performance and well-being. However, the physical environment is not limited to structural and material aspects alone; it is also shaped by ambient factors such as lighting, color, sound, and air quality. These environmental components must be carefully managed, as they play a vital role in determining employee comfort, efficiency, and overall productivity.

Lighting is one of the most critical factors that management must prioritize when designing office spaces. Proper lighting contributes to increased work accuracy, enhances safety by minimizing the risk of accidents or equipment malfunction, and supports overall employee well-being. Lighting sources can be categorized into two types: natural lighting, such as sunlight, and artificial lighting, such as lamps. Both should be balanced appropriately to create a conducive work environment.

Color is another crucial element of the office's physical setting, as it influences employees' psychological and emotional states. The selection of color in a workspace should reflect the decor and culture of the organization while also aligning with the emotional responses it aims to evoke. For instance, red is associated with warmth, energy, and stimulation; yellow promotes enthusiasm and reduces stress; while blue creates a sense of calmness and spaciousness (Chaniago, 2016). Bright colors are typically preferred in workspaces because of their superior light reflection properties compared to darker tones, which enhances overall illumination.

Noise, or sound disturbances within an office, can negatively impact concentration and reduce employee focus. Uncontrolled noise levels often lead to decreased productivity and increased workplace stress. To manage this, organizations are encouraged to separate noisy operations from quiet areas and use sound-absorbing materials, such as carpets or wooden furniture, to reduce acoustic disturbances.

Lastly, air quality plays a vital role in maintaining both physical health and mental well-being in the office. Clean, well-ventilated air can enhance productivity, morale, and the general health of employees while also contributing to a positive impression on clients and visitors (Maryati, 2014). To ensure good air quality, offices can implement measures such as adjusting room occupancy, providing adequate ventilation, using air conditioning, avoiding indoor smoking, and incorporating indoor plants. Together, these four environmental factors, light, color, sound, and air, form the foundation of an ergonomic and productive office layout. When optimized, they not only support the physical and psychological needs of employees but also contribute significantly to improving organizational performance and output.

Office Space Layout

According to established definitions, office layout refers to the organization or arrangement of office furniture, tools, and equipment within the available floor space of a workplace. This concept involves the systematic structuring of both physical resources and spatial dimensions to provide optimal facilities that support employees in performing their tasks efficiently (Laksmi, 2015; Nuraida, 2008). The arrangement of office space is not merely a matter of aesthetics or decoration, but is guided by several principles to ensure the space is used effectively and supports productivity.

There are four fundamental principles that should be considered in designing an efficient office layout. First is the Short Distance Principle, which emphasizes minimizing distances between workstations to reduce unnecessary movement and save time in the work process. Second, the Work Network Principle promotes the strategic placement of employees near office equipment and resources in alignment with the workflow to ensure operational efficiency. Third, the Whole Room Use Principle encourages the full utilization of both horizontal (floor) and vertical (wall) spaces to maximize capacity. Lastly, the Principle of Change highlights the need for adaptability in office layouts, allowing adjustments in design to continually meet evolving operational requirements and to support the other three principles.

By adhering to these core principles, the layout of office space is intended not only to improve the functional aspects of employee work, such as efficiency, accessibility, and supervision, but also to enhance the non-functional or aesthetic experience of the workplace. According to Gie (2007) and Indah & Al Rasyid (2018), office layouts serve seven main functions: (1) simplifying work processes by reducing unnecessary movement; (2) optimizing the utilization of available space; (3) creating a healthy and conducive working environment; (4) facilitating effective supervision; (5) leaving a positive impression on clients or visitors; (6) increasing the flexibility of work arrangements; and (7) maintaining a balanced relationship between tools and human resources. These functions demonstrate that a well-planned office layout plays a pivotal role in supporting both the operational efficiency and organizational image of a workplace.

Comfort

According to Chaniago (2020), comfort is a subjective spectrum, ranging from very comfortable to highly uncomfortable, and each experiences it differently. Comfort is influenced by four key aspects: (1) internal self-awareness, which includes self-esteem, purpose, and spirituality; (2) physical sensations related to the body; (3) socio-cultural factors such as relationships, finances, healthcare, and cultural traditions; and (4) environmental conditions like temperature, lighting, color, and sound. These dimensions highlight the multifaceted nature of comfort, especially in contexts like the workplace, where both physical and psychological factors are critical.

Office Ergonomics

The core principle of ergonomics is to adapt the job to the worker, encompassing both physical and non-physical aspects. In office settings, this includes the suitability of equipment, workspace layout, lighting, color, sound, and workplace culture all of which influence employee comfort and productivity. Rahma & Astuti (2025) outline 12 office ergonomics principles that organizations can apply to create an ideal working environment: working in a neutral posture; minimizing excessive force; ensuring easy

access to tools; using equipment at appropriate heights; reducing unnecessary movement; lowering fatigue and static load; avoiding pressure on specific body points; providing adequate mobility; allowing for stretching; maintaining a comfortable physical environment; offering clear instructions and controls; and improving the work system in line with task workflows. Implementing these principles can help organizations design ergonomic offices that support employee well-being while enhancing overall work efficiency.

Productivity

According (Purwanto & Wulandari, 2016), work productivity reflects a mindset oriented towards increasing production output in a company where every day is expected to be better than before, including in its work system. Work productivity can be interpreted as a measure that considers the balance between the Company's inputs and outputs, as well as the contribution of labor in each unit of time. (Sunnyoto, 2012)

The productivity of an employee can be interpreted from various concepts. Based on the economic concept, Simanjuntak (1985) stated that productivity is a comparison of the results achieved with the role and labor in the unit of working time. Judging from the organizational concept, Sutermeister and Robert (1969) stated that productivity is defined as the output of each employee in a certain period, with quality considerations. Meanwhile, based on the concept of the individual, Aroef (1985) defines productivity as a comparison of the amount of work produced with the period required to achieve the result of a product by a worker (Rahma & Astuti, 2025)

Based on these definitions, it can be concluded that productivity is a comparison between output or work results, with time efficiency in completing work, and considering the quality of the output. So that productivity not only refers to the amount or quantity of output produced from a job, but also pays attention to the time required and the quality that employees are able to produce to achieve that output.

Factors Affecting Employee Productivity

To enhance employee productivity, management must first identify the key factors that influence it. Research indicates that skills, wages, motivation, and the work environment collectively account for 73.2% of the variation in employee productivity. Skills or competencies refer to the ability to perform tasks effectively, based on a combination of knowledge, technical capabilities, and a work attitude aligned with task demands (Anggraini, Setiawati, & Meiriyanti, 2023). Wages, or compensation, fulfill various employee needs and serve as a critical element in motivating higher performance. Motivation, as defined by Robbins, is a driving force that reflects an individual's willingness to exert effort to achieve organizational goals while satisfying personal needs. Highly motivated employees tend to be more engaged, enthusiastic, and productive, viewing their work as both a means of personal growth and a form of contribution to others. Lastly, the work environment plays a vital role in influencing employee emotions and performance. A safe, pleasant, and supportive workplace enhances comfort, fosters positive attitudes, and naturally leads to improved productivity. Therefore, these four factors must be carefully managed to create optimal conditions for employee performance.

The Relationship Between Office Space Layout and Employee Productivity

Office layouts can have a significant impact on employee productivity. A well-designed work environment can increase efficiency, creativity, and job satisfaction. In addition,

good lighting and air circulation factors in an office layout can affect the mood and energy of employees. Interior color and décor also play an important role in creating a pleasant environment and the noise factors arising from the exterior and interior of the room can affect the level of conduciveness to work. From a psychological perspective, a well-designed work environment can provide a sense of control and comfort for employees. Office layouts are not just about aesthetics or space efficiency, but rather a reflection of how humans work, interact, and thrive in a particular environment.

RESEARCH METHODS

To understand the optimization of the suitability of workspace layout in building employee productivity comfort, this study uses a qualitative method. The qualitative approach describes the conditions and events that are researched in real life, making it easier for researchers to obtain objective information. Thus, the qualitative method is appropriately used in this study because the relationship between office layout and work comfort is complex, contextual, and greatly influenced by the perception and subjective experience of each individual. Qualitatively, knowledge is reduced to an understanding of the structure that comes from communication and interaction. Therefore, knowledge is not "from there", but in individual perception and interpretation. In general, this research method prioritizes the understanding of events directly through descriptive words, language, and observed behaviors. (M. Firmansyah, 2021).

A qualitative research approach of natural and descriptive observation was used to explain the optimization of the influence of the spatial layout of the Sariwangi Village Office on the comfort of employee work productivity. The natural observation method is useful for observing and understanding the behavior of employees directly in the work environment without intervention, so that the data obtained reflects real and spontaneous conditions (Hasyim, 2017). Meanwhile, the descriptive method serves to describe in detail and systematically the phenomenon of office layout and its impact on comfort and productivity, thus facilitating an in-depth understanding of the relationship between the variables studied (Romdona, Junista, & Ahmad, 2025). By using a descriptive qualitative approach, the researcher can receive answers to problems related to the object being studied. The subject who acted as an informant in this research was one of the employees who was a staff in a village. Using purposive sampling, the researcher selected informants based on certain criteria, in this study the researcher selected informants who knew each workflow and the conditions and uses of each room in the Sariwangi Village office. The data collection technique carried out by the researcher to conduct a survey on the influence of office layout and office employees in Sariwangi village was carried out through natural observation, descriptive analysis and documentation.

RESEARCH RESULTS

Each government office certainly has a varied spatial layout to support all employee work activities. The Sariwangi Village Office was built on 3 floors, with a total of 8 rooms, 1 toilet, 1 prayer room. The lowest floor is used specifically for parking areas, the 2nd floor is a special service room, reception, toilet, and prayer room, and the 3rd floor is filled with a small pantry and a special staff room for administrators, including the government chairman's room, the UN, the secretariat, the finance manager and the village head's room.

Office Layout

The arrangement of the layout of the Sariwangi village office that separates the floor between public service employees and village apparatus is not only technical but is a complex manifestation of social-bureaucratic dynamics and hierarchy of authority. The separation aims to prevent conflicts of interest and ensure sensitive information is not leaked through spontaneous interactions between administrative staff and citizens.

Types of Office Layouts

The Sariwangi Village Office uses a closed layout. A closed layout is a place where each employee has a separate space that is separate from their different divisions. Each worker is given a special workspace or room. The enclosed space layout allows the workspace to be more private by using many partitions, partitions, walls, and booths arranged in such a way by providing workspaces with different areas for employees to perform different tasks in each division. Privacy, focus, and distraction reduction are prioritized with this layout to avoid distractions.

The implementation of closed spatial planning carried out at the Sariwangi Village Office involves administrative aspects. The arrangement of closed spaces plays a role in maintaining the privacy and security of sensitive information such as the population documents of Sariwangi residents. In addition, the arrangement of closed spaces supports the security of important items and documents by restricting access to certain spaces to provide a sense of comfort to employees in carrying out daily tasks. However, the layout of a closed space requires a high enough cost to meet the needs of workers, where each room needs to have its own office equipment. In addition, enclosed rooms can also decrease worker performance, as everyone needs to be mobilized to be able to communicate with workers outside their division or division.

Lighting

The lighting aspect is key to employee productivity and worker health. Lighting throughout the office area uses a combination of light, which is a combination of artificial light and sunlight. The artificial light comes from fluorescent lamps with a power of approximately 15 watts. However, the implementation of lighting is uneven at the Sariwangi Village Office. In the public service areas, reception and guest lounges, direct sunlight illuminates the office with the support of windows facing directly from the east. However, in contrast to the area of the village head's room, the government room, the UN room and the secretariat room have poor lighting intensity because these rooms have minimal lighting and the installation of windows that do not lead to direct sunlight.

This uneven lighting aspect is a serious problem for employee work productivity activities. This is also supported by a lack of lighting and poor environmental quality such as lighting impacting employee performance. Inadequate lighting can result in problems with vision, which directly affects the employee's focus. Therefore, it is important to create a quality work environment to support employee performance and productivity. (Katabarano & Yan, 2019) (Wijanarko, Liunsanda, Hendra, & Runiasta, 2024)

Color

The use of color in the office can have an impact on how employees feel. The walls of the Sariwangi Village office use a combination of blue colors. Blue not only creates a calm and cool atmosphere, but it also creates an impression of flexibility in employees, making them more excited to do their jobs. (Nuraida, 2008)

Air

In terms of office space, health and comfort can be said to be optimal if the air circulation is smooth without obstacles. The right temperature will increase productivity, improve work quality, improve the working atmosphere and health and make a good impression on guests. The implementation of air movement in the Sariwangi Village Office area can be said to be not good, because the air circulation in and out does not run in the same direction so that air mobilization to fill each office space cannot run optimally. This causes the air in the employee's workspace to be quite stuffy due to poorly controlled air circulation. (Maulinda, Yuningsih, & Yanuar, 2023) (Moekijat, 2002) (Nuraida, 2008)

Voice

Noise can affect the efficiency of employee performance, especially in jobs that require high concentration. This is because noise can interfere with work activities and endanger the health of employees. According to Shomer, physical and psychological disturbances will occur if the noise level exceeds the limit. Offices with high noise can make it difficult for employees to stay focused while working. (Sukoco, 2007). The location of the Sariwangi Village Office, which is right on the side of the road, is the main challenge that arises where traffic noise often appears during working operational hours. Vehicle noise, horns, and outdoor activities can impair employee concentration and create an uncomfortable work environment.

Comfort

One of the components of comfort is the environment, which discusses human exterior factors such as temperature, color, lighting, sound, and others that impact employee comfort in the workplace. The Sariwangi Village Office has not fully implemented all these involvements, so there are fewer signs that employees feel comfortable doing their jobs. (Chaniago H. , 2020). Meanwhile, to get optimal performance, comfort when performing work-related tasks must be a top priority. The Sariwangi Village Office has not implemented an ergonomic office to ensure the comfort of village employees. This shortcoming can be seen from the rather small space used for each division, making it difficult for each division to move its workflow. Since office workers spend most of their time in front of computer screens, they need enough room to stretch their bodies every now and then to unwind. In addition, the work system needs to be improved by rearranging the implementation of Operational Standards and Procedures (SOPs) of an office so that the workflow of work completion can be more orderly according to the SOPs made.

Productivity

Employee productivity is influenced by two factors, namely internal and external factors. Internal factors are factors contained in an employee such as an employee's motivation and competence to do their job, while external factors are factors from outside a person, such as wages and work environment. The work environment is often associated with employee productivity, because by having a healthy work environment, employees will be more productive, so this work environment needs to be a major concern. In the Sariwangi Village government office, the office is in the form of a closed office where each section or division has its own room that is separate from other parts, this supports

employee productivity because employees are able to work in a focused manner not mixed with other parts, but this has a shortage of employees that require a lot of mobilization for the flow of work activities. The results of observations by the researcher directly stated that the layout of the Sariwangi Village office was not optimal enough in the implementation of lighting, air and sound aspects so that the productivity activities of village apparatus employees decreased because the three main aspects were not considered.

DISCUSSION

Based on the results of the research and literature review, the office layout of Sariwangi Village is dominated by a closed layout, where each division is separated by a permanent partition or wall. According to The Liang Gie (2000), office layout, including the form of enclosed spaces, affects employee performance through factors such as lighting, air ventilation, noise, and workspace ergonomics (Imro'atus & Yusen, 2014). When compared to previous research, these findings have similarities with a study conducted by (Robecca, Santosa, Ardila, & Pamungkas, 2024) in the Sindangsari village office, which also found that closed spaces tend to reduce the effectiveness of employee communication and collaboration. In this study, the measured comfort indicators include noise level, air circulation quality, lighting, and ease of communication between sections. The measurement results showed that most employees felt uncomfortable due to the lack of cross-divisional interaction and less than optimal lighting and air circulation in the enclosed space, which resulted in a decrease in their daily productivity.

The findings of Strek (2005) in Sukoco (2007), which states that 83% of employees highly expect proper lighting, suitable work areas, and comfortable air temperature as the main factors supporting productivity (Imro'atus & Yusen, 2014). In addition, this research reinforces previous findings while adding local context to the Sariwangi Village case. For this reason, the solution that can be applied is not only limited to improving the physical elements of the space but also reorganizing the spatial layout to be more adaptive to modern work needs. One approach is to redesign the office layout to maintain private spaces for divisions that require high concentration, but also provide open collaborative areas such as lounges, pantries, or shared discussion rooms. These areas become a meeting point for employees from different divisions to interact, exchange information, and collaborate without compromising on existing privacy.

In addition, optimization of natural and artificial lighting is essential to avoid feeling claustrophobic and increase visual comfort. The addition of large windows, the use of energy-efficient LED lights, and the selection of bright colours on the walls can create a fresher space atmosphere and support productivity. Air circulation should also be considered through the installation of cross ventilation or exhaust fans so that air quality is maintained and the room does not feel stuffy. To avoid a monotonous office atmosphere, indoor plants can be a simple yet effective solution to create a healthier and more pleasant working environment. In addition, the use of sound-absorbing materials such as acoustic panels or carpets can help reduce noise between rooms so that employees can focus on working without being disturbed by sounds from outside the room.

On the other hand, it is also important to build an organizational culture that supports communication and collaboration. This can be facilitated through internal policies, such as scheduling regular cross-divisional discussions or training that encourages openness and teamwork. Thus, communication barriers due to closed layouts can be overcome not only physically, but also culturally.

An integrated solution between physical arrangement, work environment optimization, and strengthening organizational culture is expected to increase employee comfort and productivity in a sustainable manner, while maintaining the advantages of privacy and information security that are the main characteristics of a closed office layout.

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CONCLUSION

In the Sariwangi Village government office, spatial planning and workflow principles are currently applied within a closed layout, aiming to shorten the time required for work mobilization. However, several environmental factors still hinder optimal employee productivity. The distribution of both natural and artificial lighting remains uneven across different office areas, limiting visibility and reducing work efficiency. Air circulation is also suboptimal, largely due to ineffective window and door placement, which fails to facilitate proper cross-ventilation. Additionally, high noise levels from external sources present a significant distraction, further impacting performance. These findings highlight the need for a comprehensive review of the office layout, particularly in relation to lighting, air quality, and sound management, as these three environmental factors play a crucial role in supporting employee productivity.

To address these issues and optimize the workspace, it is recommended that the office adopt lighting solutions with appropriate intensity while maximizing the use of natural light through strategic window placement. Improving air circulation through cross-ventilation techniques and incorporating indoor plants can enhance both physical comfort and psychological well-being. Moreover, implementing soundproofing measures such as installing insulation on walls and windows, as well as adding decorative acoustic elements like carpets or panels, can help reduce noise disturbances. By reconfiguring these aspects of the office environment, the Sariwangi Village government office can create a more ergonomic and productive workspace for its employees.

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